



# LAMAR UNIVERSITY

## Lamar University – M.Ed. in Educational Technology Leadership

Revised

### Internship Plan: Field-based Experience Activity (Internship Plan Template)

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20 – EDLD 5397 : 8052

Due: Aug. 19, 2012

Name of Intern

Cohort Group

Date

The Field-based Experience component of the Internship Plan is a brief, but specific document indicating your overall approach to the Internship program. The Internship is organized around eight ISTE Technology Facilitator Standards, the 33 Performance Indicators and the 78 Performance Tasks. Using this document, you will identify the field-based activities you will approach and indicate which of the eight ISTE Technology Facilitation standards and 33 Performance Indicators were addressed in each activity. You will provide a brief description of each activity, resource person, and a completion date for each activity. This activity should be completed with and approved by your site mentor.

You are to plan at least one activity in each of the 33 Performance Indicators found in the text. If an activity is applicable to more than one performance indicator it must be identified under all applicable tasks.

Use this chart to develop your Internship Plan for Part 1 of your Week 5 EDLD 5306 assignment. When you open this file, immediately save it as “*yourname*\_Draft Internship Plan,” and work on this saved file as you revise and update your plan.

Site Mentor:

Name: Linda Bettin  
(Please Print)

Title: Superintendent, FCISD

Signature: \_\_\_\_\_ Date: 07/ /2012

Site Mentor Comments:

		Brief Activity Summary	Resource Person	Projected Date of Completion
Standard I. Technology Operations and Concepts	TL- I.A	<ol style="list-style-type: none"> <li>1. <i>Identify and evaluate components needed for the continual growth of knowledge, skills, and understanding of concepts related to technology by:</i> <ol style="list-style-type: none"> <li>a. Evaluate campus StarChart results for both campuses.</li> <li>b. Determine campus technology weaknesses for both campuses.</li> </ol> </li> <li>2. <i>Offer a variety of professional development opportunities that facilitate the ongoing development of knowledge, skills, and understanding of the concepts related to technology by:</i> <ol style="list-style-type: none"> <li>a. Introduce teachers to Project Share Professional Development Opportunities.</li> <li>b. Bring in ESC3 Tech.facilitators, vendors of tech.tools considered, or utilize local topic specialists.</li> </ol> </li> </ol>	<p>Superintendent</p> <p>ERATE contact</p> <p>Tech Com</p> <p>R3.Tech Res.</p>	<ol style="list-style-type: none"> <li>1. Aug. 2012</li> <li>2. Aug.2012</li> </ol>
	TL.1B	<ol style="list-style-type: none"> <li>1. Offer a variety of professional development opportunities that facilitate the continued growth and development of understanding technology operations and concepts. <ol style="list-style-type: none"> <li>a. Continue to provide “just in time” training to refresh and/or provide teachers’ technology knowledge and skills.</li> <li>b. Contract ESC3 specialists or create Mini training sessions to introduce/re-introduce new applications and tools.</li> </ol> </li> </ol>	R3Staff, TEA Proj.Share , Microsoft online tutorials and other prof.dev. resources.	Ongoing throughout

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Standard II. Planning and Designing Learning Environments and Experiences	T TL -II.A	<p><i>Research and disseminate project-based instructional units modeling appropriate uses of technology to support learning.</i></p> <ol style="list-style-type: none"> <li>Utilize course resources to supplement the Cyber Safety/Ethics pamphlets received from the FTC in Dec. 2010.</li> <li>Disseminate to teachers who make grade appropriate grade level modifications and utilize with their classes. The link for the web site will be:  <a href="http://www.common sense media.org/educators/erate-teachers">http://www.common sense media.org/educators/erate-teachers</a>  This document, the Teacher CIPA verification form will be disseminated with teacher packets at the beginning of the year.  <a href="http://www.common sense media.org/sites/default/files/erate-form-teacher verification.pdf">http://www.common sense media.org/sites/default/files/erate-form-teacher verification.pdf</a></li> </ol>	<p>Region 3 ESC is abbreviated as R3.</p> <p>Cyber Safety Resources from FTC. &amp; Common Sense Media Principal</p>	<p>Dec. 2011 May. 2012</p>
		<ol style="list-style-type: none"> <li>Identify and evaluate methods and strategies for teaching computer/technology concepts and skills within the context of classroom learning and coordinate dissemination of best practices at the district/state/regional levels. <ol style="list-style-type: none"> <li>Work with teachers to embed <i>TinyTech</i> lessons where/when appropriate.</li> <li>Work with teachers to utilize technology integrated into CSOPE exemplar lessons</li> </ol> </li> <li>Project at each grade level gets archived in a student portfolio</li> <li>Share local examples of technology integration.  CScope link on district website:  <a href="http://mycscope.us/">http://mycscope.us/</a></li> </ol>	<p>TEA TechApps Contact. R3, Tech.Apps Contact. R3 Tech.Dirs. TCEA tecs sig group Grade level teachers Superintendent Principal Cathy Stolle ( Curr.&amp;Des. Masters(CDM))</p>	<p>Ongoing throughout internship.</p> <p>Cscope activities will occur during CSOPE implementation beyond the scope of this project timeframe.</p>
		<ol style="list-style-type: none"> <li>Stay abreast of current technology resources and strategies to support the diverse needs of learners including adaptive and assistive technologies and disseminate information to teachers: <ol style="list-style-type: none"> <li>Utilize educational technology, diverse learner, and assistive technology blogs and other resources to acquire latest information.</li> <li>Provide site links with options for users to join tweets, and connect to sites using social site links and whatever means fit their learning and communication preferences.  Include these and more:  <a href="http://bookbuilder.cast.org">http://bookbuilder.cast.org</a> , <a href="http://community.udl.org">http://community.udl.org</a>,  <a href="http://salemafl.ning.com">http://salemafl.ning.com</a>, <a href="http://www.tcea.org">http://www.tcea.org</a>,  <a href="https://sites.google.com/site/edld53648035q2/technology-products">https://sites.google.com/site/edld53648035q2/technology-products</a></li> </ol> </li> </ol>	<p>ESL teachers Special Education Teachers TEA Assistive technology staff Superintendent Principal</p>	<p>Ongoing throughout Internship.</p>

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	TL -II.B	<p>1. <i>Locate and evaluate current research on teaching and learning with technology when planning learning environments and experiences.</i> Utilize course resources, blogs, and other educational technology resources when planning and implement TF.II.A. activities. See 1.b. above.</p>	Course instructors Superintendent Principal TCEA, R3 Tech/ Cyber Safety contact. TCEA Cybersafety Contact	Ongoing throughout internship and beyond.
	TL -II.C	<p>1. <i>Identify technology resources and evaluate them for accuracy and suitability based on content standards.</i> Identify and evaluate resources for TF.II.A.1 and TF.II.A.2. against technology TEKS NET-S for appropriate grade level(s). Link to this resource page on the District WebSite. <a href="https://sites.google.com/site/edld53648035g2/technology-products">https://sites.google.com/site/edld53648035g2/technology-products</a></p> <p>2. <i>Provide ongoing appropriate professional development to disseminate the use of technology resources that reflect content standards.</i> a. Assess teacher technology skills utilizing STAR chart self-assessments. b. Recommend an appropriate training resource from pages 30-31 of textbook or Project Share.</p>	TEA Tech.Apps course resource contacts. Course instructors Reg3 tech. contacts Project Share contributors Superintendent Principal Teachers	Ongoing throughout internship and beyond.
	TL -II.D	<p><i>Identify and evaluate options for the management of technology resources within the context of learning activities.</i> In the context of Activity TL.II.A.1 and TL.II.A.2: 1. Discuss technology that will be needed with teachers before lesson; 2. Locate and procure tech.tools, and lab time, if needed. See link in TI-II. A &amp; C 3. Determine how each will be used. 4. Rehearse process, before actual class.</p>	Librarian-clicker checkouts R3 if we need something special. Tech. Directors Superintendent Principals Teachers	Ongoing throughout Internship
	TL -II.E	<p><i>Continually evaluate a variety of strategies to manage student learning in a technology enhanced environment and disseminate through professional development activities.</i> 1. Utilize the teacher assessment of skills from TL.II.C.2.A to establish teacher baseline technology skills. 2. Provide teachers link to STAR Chart booklets and Post link to Levels of Technology Implementation (LoTi) Framework – post on district web site in</p>	Principal evaluations Principal recommendations for professional development activities	During walkthroughs and upon teacher invitation Throughout Internship

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		<p>technology resources.  STAR Chart: <a href="http://starchart.epsilen.com/">http://starchart.epsilen.com/</a>  LoTi- <a href="http://loticonnection.com/">http://loticonnection.com/</a></p> <p>3. Implement CSCOPE curriculum alignment tool and stress availability for help with completion of technology integrated projects contained within the exemplar lessons. Highlight successes at every opportunity. ( Project Share, if TEA sustains it). Use available CSCOPE PD and provide links to Tech mini lessons TL-II. A&amp;C.</p>		
	TL -II.F	<p><i>Identify and evaluate instructional design principles associated with the development of technology resources.</i></p> <p>1) Utilizing technology skills and tools resources for teachers and students supplied for CSCOPE activities in T.L. II.E:</p> <p>a) Identify the instructional design principles emphasized within each project and identify the StarChart/ LoTi level being targeted at each integration level.</p> <p>b) Identify the NETS level and the NCREL engaged learner indicator being targeted at each level.</p> <p>NETS link: <a href="http://www.iste.org/standards/nets-for-students.aspx">http://www.iste.org/standards/nets-for-students.aspx</a>  NCREL link: <a href="http://www.ncrel.org/sdrs/engaged.htm">http://www.ncrel.org/sdrs/engaged.htm</a></p> <p>2) Utilizing technology skills and tools criteria and rubrics for teachers and students supplied within CSCOPE activities in T.L. II.E:</p> <p>a) Evaluate the effectiveness of instructional design principles emphasized within each project:</p> <p>1) Assess student learning.</p> <p>2) Assess completeness of student products.</p> <p>3) Assess the quality of student products.</p> <p>4) Assess the level of acquisition of NETS student skills and the NCREL level of engagement.</p>	<p>Principal Superintendent Cathy Stolle, holds Prn.Cert. (holds C&amp;D Master)</p> <p>Same as above</p>	<p>During Project design and development  By Aug. 2011</p> <p>@ six weeks formative or as Walkthrough</p> <p>Final May 2012</p>
Standard III.	TL -III.A	<p>1. <i>Design methods and strategies for teaching concepts and skills that support integration of technology productivity tools (refer to NETS for students.)</i></p>	<p>R3.Tech Contact. Course Instructors Cathy Stolle</p>	<p>December 2011</p>

		Brief Activity Summary	Resource Person	Projected Date of Completion
		<p>a. Refer to Activity TL.IIA.1. &amp; 2. which will integrate suggested NETS-T methods and strategies for teaching concepts and skills that support integration of technology productivity tools. NETS-T link: <a href="http://www.iste.org/standards/nets-for-teachers.aspx">http://www.iste.org/standards/nets-for-teachers.aspx</a></p> <p>b. Refer to Activity TL.IIE. which will utilize Texas StarCharts, LoTi, NCREL, NETS-T&amp; NETS-S methods and strategies to integrate technology enhancements into the learning environment.</p>	(CDM)	
		<p>2. <i>Design methods for teaching concepts and skills that support the integration of communication tools (refer to NETS for Students)</i></p> <p>a. Refer to Activity TL. II A.1 &amp; 2 which will utilize cyber safe rules of engagement for age/grade appropriate blogs, wikis, and email to communicate between teachers during development and with students during lessons.</p> <p>b. Refer to Activity TL.IIE. which will utilize Texas StarCharts, LoTi, NCREL, &amp; NETS to integrate technology enhancements into the learning environment.</p> <p>1) Every project will begin with skills evaluation and any needed professional development in the integration of tools for communications.</p> <p>2) Every project will begin with a Cyber safe communication tips for students.</p>	<p>Tech Apps Curriculum Contact R3 and TEA Curriculum Cathy Stolle (CDM) Each teacher</p>	<p>January 2012</p> <p>Jan. 2012 Revisions Aug.2012</p>
		<p>3. <i>Design methods and strategies for teaching concepts and skills that support integration of research tools (refer to NETS for Students).</i> Refer to Activity TL.IIE. which will utilize Texas StarCharts, LoTi, NCREL, &amp; NETS to integrate technology enhancements into the learning environment. Projects will be teacher(s)' modified version of research based projects included in CSCAPE exemplar lessons.</p>	<p>Tech Apps Curriculum Contact R3 and TEA Curriculum Cathy Stolle (CDM) Each teacher</p>	<p>Same as above</p>
		<p>4. <i>Design methods and model strategies for teaching concepts and skills that support integration of problem-solving/decision-making tools (refer to NETS for Students)</i></p> <p>a. Refer to Activity TL.IIE. which will utilize Texas StarCharts, LoTi, NCREL, &amp; NETS</p>	<p>Same as above</p>	<p>Same as above</p>

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	<p>to integrate technology enhancements into the learning environment. Every exemplar lesson will integrate problem-solving/ decision making tools as dictated by TEKS for the course.</p> <p>b. Teachers will correlate each project to their subject area essential knowledge, and level of cognition required for STAAR assessment success.</p>	Same as above	To det. what to do: Jan. 2012 Rev. for Aug.2012
	<p>5. <i>Design methods and strategies for teaching concepts and skills that support use of media-based tools such as television, audio, print media, and graphics (refer to NETS for Students).</i></p> <p>Designed and implemented end of course project for 8<sup>th</sup> grade English classes to demonstrate their ability to integrate technology tools and resources.</p>	Principal Stolle R3 Staff Superintendent Stolle (CDM)	How well done: Walkthrough  Jan. 2012
	<p>6. <i>Evaluate methods and strategies for teaching concepts and skills that support use of distance learning systems appropriate in a school environment (refer to NETS for Students.)</i></p> <p>a. Refer to Activity TL.IIE. which will utilize Texas StarCharts, LoTi, NCREL, &amp; NETS to integrate technology enhancements into the learning environment. At least one project will involve an age appropriate distance learning system (refer to NETS ) – High School dual credit courses and elementary GT Read Across Texas Project.</p>	Stolle, R3 Ed.Tech. Staff TCEA TecSig	May 2012.
	<p>7. <i>Design methods and model strategies for teaching concepts and skills that support use of Web-based and non-Web based authoring tools in a school environment. (refer to NETS for Students.</i></p> <p>a. Refer to Activity TL. II A.1 &amp; 2 which will utilize age/grade appropriate web based blogs, wikis,and wordles to communicate between students and teachers.</p> <p>b. Refer to Activity TL.IIE. which will utilize Texas StarCharts, LoTi, NCREL, &amp; NETS to integrate technology enhancements into the learning environment. All projects will utilize at least one non-Web based authoring tool in a school environment (word processor, power point, publisher,</p>		Spring 2012



		Brief Activity Summary	Resource Person	Projected Date of Completion
		etc.). Utilize HowTo tools at this site. <a href="https://sites.google.com/site/edld53648035g2/technology-products">https://sites.google.com/site/edld53648035g2/technology-products</a>		
	TL -III.B	<i>Design methods and strategies for integrating technology resources that support the needs of diverse learners, including adaptive and assistive technology.</i> a. Refer to Activity TL.IIE. which will utilize Texas StarCharts, LoTi, NCREL, & NETS to integrate technology enhancements into the learning environment that support the needs of diverse learners, including adaptive and assistive technology when needed. Resource for this: <a href="https://www.disability.gov/education/assistive_technology">https://www.disability.gov/education/assistive_technology</a> <a href="http://bookbuilder.cast.org">http://bookbuilder.cast.org</a> , <a href="http://community.udl.org">http://community.udl.org</a> , <a href="http://salemafl.ning.com">http://salemafl.ning.com</a> , <a href="http://www.tcea.org">http://www.tcea.org</a> , <a href="https://sites.google.com/site/edld53648035g2/technology-products">https://sites.google.com/site/edld53648035g2/technology-products</a>	ESL staff Spec.Ed. Staff G.T. Staff Stolle R3 specialists Web Site Res. Principal	Jan. 2012
	TL -III.C	<i>Design methods and model strategies for teaching problem-solving skills using technology resources.</i> Refer to Activity L.IIE. which will utilize Texas StarCharts, LoTi, NCREL, & NETS to guide teachers as they modify and design new curriculum from their existing body of work and new exemplar technology infused lessons within CSCOPE which are aligned with TEA TEKS for each course.	ESL staff Spec.Ed. Staff G.T. Staff Stolle R3 specialists Web Site Res. Principal	Jan. 2012
	TL -III.D	<i>Design methods and model classroom management strategies for teaching technology concepts and skills used in PK-12 environments.</i> Refer to Activity L.IIE. which will utilize Texas StarCharts, LoTi, NCREL, NETT & NETS to guide design methods and model classroom management strategies in classroom, small group, individual and computer/science lab settings for teaching technology concepts and skills.	ESL staff Spec.Ed. Staff G.T. Staff Stolle R3 specialists Web Site Res. Principal	Jan. 2012
	TL -III.E	1. <i>Disseminate curricular methods and strategies that are aligned with district/region/state/national content and technology standards.</i> Utilize exemplar lessons within CSCOPE to save paper and time. They meet this criteria  2. <i>Investigate major research findings and trends related to the use of technology in education to support integration throughout curriculum.</i> a. I will continue my memberships in Texas Computer Educators Association & Texas	TEA ASCD Superintendent Principal TecSig blog MGuhlinBlog EdWeb. Same as above	Ongoing Throughout Internship       Ongoing Throughout Internship



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		<p>ASCD in order to have access to blogs that highlight current research in relation to technology in education and curriculum trends.</p> <p>b. Magazine subscriptions, Education Week and District Information and reviewing technology related articles daily online.</p> <p>c. I will join ISTE- get magazine and blog.</p> <p>d. Continue subscriptions Techedge, Information Week, and District Administrator, etc.</p>		
Standard IV. Assessment and Evaluation	TL -IV.A	<p>1. <i>Facilitate the development of a variety of techniques to use technology to assess student learning of subject matter.</i></p> <p>a. Refer to Activity L.IIE. which will utilize Texas StarCharts, LoTi, NCREL, &amp; NETS to guide design and implementation of technology integrated assessments including, but not limited to computer based testing via the moodle quizzing feature, Assessment tools that come with textbooks, interactive student response systems and within CSOPE. Provide alternate assessment resources including but not limited to: <a href="http://salemafl.ning.com">http://salemafl.ning.com</a>,</p>	Stolle (CDM) R3.Tech.Contact Tech.Apps.Rec. TEA Curriculum Rec.	Initial Jan. 2012 Fine tune until Dec. 2012.
		<p>2. <i>Provide technology resources for assessment and evaluation of artifacts and data.</i></p> <p>Refer to activities in item TL-II.E.4.b. Each activity will include a set of criteria and rubrics to guide the activity. The artifacts of the activity and the product data will be evaluated against both.</p>	Same as above	Found resources in spring classes CSOPE not to be implemented until 2012-2013 school year.
	TL -IV.B	<p><i>Identify and procure technology resources to aid in analysis and interpretation of data.</i></p> <p>1) Falls City ISD uses the TXEIS grade reporting and Student demographic information database. It's multi-year capability, is an effective tool for aiding analysis and interpretation of data.</p> <p>2) Falls City ISD also utilizes the state's AEIS records and formal assessment results to analyze and interpret performance data.</p> <p>3) Teachers will have individual access to student test scores in order to analyze student performance and make prescriptive changes to instruction.</p> <p>I will aid in assimilation of data from above into reports to the school board and community and for inclusion in the Campus and District Improvement Plans.</p>	Stolle (CDM) R3.Tech.Contact Tech.Apps.Rec. TEA Curriculum Rec.	Initial Dec. 2011  May 2012 Revise based upon teacher needs STAAR results.

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	TL -IV.C	Examine and apply the results of a research project that includes evaluating the use of a specific technology.  <i>This resulted in adoption of a new digitally based curriculum alignment tool which will be implemented 2012-2013.</i>		Ongoing throughout project.
Standard V. Productivity and Professional Practice	TL -V.A	<ol style="list-style-type: none"> <li><i>Design, prepare, and conduct professional development activities to present at the school/district level and at professional technology conferences to support ongoing professional growth related to technology.</i> <ol style="list-style-type: none"> <li>Provide just in time training as required during school year to support teachers instructional objectives.</li> <li>Using resources provided by CSCOPE trainers, design personalized version to use in conducting local 1:1 personal CSCOPE training.</li> </ol> </li> <li><i>Plan and implement policies that support district-wide professional growth opportunities for staff, faculty, and administrators.</i> <ol style="list-style-type: none"> <li>Review the long range technology plan and Teacher Star Chart results together with campus technology committees.</li> <li>Review campus improvement plans.</li> <li>Propose modifications as needed to strengthen district-wide professional growth opportunities for staff, faculty, and administrators- in both the technology plan and the campus and district improvement plans.</li> <li>Campus committees report proposed changes to District Site Based Decision making Committee, who either reject/adopt with amendments or adopt as is.</li> <li>Submit to the school board for approval.</li> <li>Submit to TEA for approval.</li> <li>Implement based upon timelines within the plan in the coming year.</li> </ol> </li> </ol>	Principal Superintendent Teachers R3 Tech Pr.Dev. KenTask TecSig	Ongoing – Aug. 2012
			Superintendent Principal  Teachers, Tech. Committee, Site Based Decision making Committee	Ongoing throughout internship
	TL -V.B	<ol style="list-style-type: none"> <li><i>Based on evaluations make recommendations for changes in professional practices regarding the use of technology in support of student learning.</i> <ol style="list-style-type: none"> <li>Evaluate StarChart results. Make professional development recommendations to campus principal.</li> <li>Evaluate CSCOPE training. Recommend changes needed to improve student learning.</li> </ol> </li> </ol>	Superintendent Principal  Teachers, Tech. Committee, Site Based Decision making Committee	May 2012  Jan. 2012  Aug. 2012

	Brief Activity Summary	Resource Person	Projected Date of Completion
TL-V.C.	<p>1. <i>Model the integration of data from multiple software applications advanced features of applications such as word processing, database, spreadsheet, communication, and other tools into a product.</i>            Prepare a multi-product presentation for Technology Plan, Include current teacher performance levels, information from StarChart, and STAAR preparation suggestions to make point for improved technology integration instruction and professional growth for teachers.</p>	TEA R3 Tech.Spec. Principal Superintendent	August In-Service 2011  August 2012.
	<p>2. <i>Create multimedia presentations integrated with multiple types of data using advanced features of a presentation tool and model them to district staff using computer projection systems.</i> Make resources available on website</p> <p>Create a multimedia presentation composed of the above articles (TL-V.C.1) to present to district staff as a means of preparing them to help students meet higher critical thinking skills of the STAAR assessments.</p>	TEA R3 Tech.Spec. Principal Superintendent	August 2011  August 2012
	<p>3. <i>Document and assess field-based experiences using specific-purpose electronic devices.</i>            a. Record at least one each:                district presentation;                Record teaching teacher;                Record teaching student;                Record planning meetings;                Record distance learning event;            b. In the course of action research, record key strokes for mini lessons, and podcasts.            c. Reflect on experience – how can you improve, what did you learn?</p>	Principal Superintendent R3tech.support TCEA tecsigt MBuhlin Blog	Dec. 2012
	<p>4. <i>Use distance learning delivery systems to conduct and provide professional development opportunities for students, teachers, administrators, and staff.</i>            a. Renew the port contract with Region3 for Net3 Video Conferencing Port-            d. Provide access to online lessons and professional development for each group via Net3, the local Moodle, Texas Virtual School Network, or Project Share.</p>	R3.Net3 contacts R3.Project Share Texas Virtual School Network (TxVsn) Staff at Coastal Bend Community College(CCBC). SRA and Tech Connect Contacts.	Jul.1,2011/12 As needed TxVsn & CCBC Sem.bef.course offered. All done by Dec. 2012
	<p>5. <i>Apply instructional design principles to develop and analyze substantive interactive multimedia</i></p>	Stolle (CDM) R3Tech.Supp.	Initial by Jan. 2012

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	<p><i>computer-based instructional products.</i></p> <p>a. Refer to lesson development statements for CSCOPE. NETT, NETS, LoTi, NCERL criteria will be used to develop substantive interactive multimedia computer-based instructional products to implement Project Potluck activities at the highest level.</p> <p>b. Refer to lesson development statements for SCOPE. NETT, NETS, LoTi, NCERL activity criteria and integration rubrics will be used to analyze the computer based instructional products that result from CSCOPE against those quality standards.</p>		Ongoing Rev. final – Dec. 2012.
	<p>6. <i>Design and practice strategies for testing functions and evaluating technology use effectiveness of instructional products that were developed using multiple technology tools.</i></p> <p>Modify rubrics within CSCOPE to analyze teacher products to determine effectiveness technology infused lessons within CSCOPE.</p>	Principal Stolle (CDM) – R3 Tech.Support Teachers	Ongoing throughout Project.
	<p>7. <i>Analyze examples of emerging programming, authoring, or problem solving environments that support personal and professional development, and make recommendations for integration at school/district level.</i></p> <p>Evaluate Project Share, local Moodle, and CSCOPE considering:</p> <p>a. quality of service; quality of professional development products; quality of student learning modules using rubrics developed in previous step; include current/projected costs.</p> <p>b. Evaluate local Moodle capabilities.</p> <p>c. Based upon evaluations, make a quality based recommendation.</p>	Proj. Share support Staff R3 Tech.Support Staff TecSig contributors Tech.Blog contributors. Ken Task	Ongoing Throughout Project
	<p>d. <i>Analyze and modify features and preferences of productivity tool programs when developing products to solve problems encountered with their operation and/or to enhance their capability.</i></p> <p>a. Troubleshoot and modify settings and</p>	Microsoft Tech support/TecSig technology bloggers	Ongoing Throughout Project

		Brief Activity Summary	Resource Person	Projected Date of Completion
		formatting elements as needed to get the desired output when developing product templates and instructions for their recreation by teachers and students.		
	TL -V.D.	<p>1. <i>Model and implement the use of telecommunications tools and resources to foster and support information sharing, remote information access, and communication between students, school staff, parents, and local community.</i></p> <p>a. Create an ongoing Technology Blog on the District website, utilize it for Tech and Campus improvement plan processes to streamline activities.</p> <p>b. Provide all student handbooks, improvement plans, registration forms calendars, etc. for community download from the district website.</p>	Principal Superintendent TecSig Bloggers Course Instructors	Ongoing throughout project.
		<p>2. Utilize blogs, wikis, and RSS as part of:</p> <p>a. communication with teachers for Project Potluck.</p> <p>b. to facilitate online communication between teachers and students.</p> <p>c. to add an online submission element in order to foster remote information access, for students.</p> <p>d. Add a community blog area to allow more interactive information flow between parents, community, and school.</p>	Course instructors Principal Superintendent Teachers	Dec. 2012
		<p>3. <i>Organize, coordinate, and participate in an online learning community related to the use of technology to support learning.</i></p> <p>a. Refer to TL.V.D.1 in relation CSCOPE</p> <p>b. Continue to participate in the online learning community created with cohort 20 EDLD 5306 class.</p>	Course instructors Principal Superintendent Teachers Stolle R3techStaff Project.Share Contacts.	Dec. 2012
		<p>4. <i>Organize and coordinate online collaborative curricular projects with corresponding team activities/ responsibilities to build bodies of knowledge around specific topics.</i></p> <p>a. Implementation of CSOPE will facilitate the organization and implementation of collaborative</p> <p>b. 8<sup>th</sup> grade EOC activities will define</p>	Course instructors Principal Superintendent Teachers Stolle R3techStaff Ken Task	Ongoing throughout project and beyond

		Brief Activity Summary	Resource Person	Projected Date of Completion
Standard VI. Social, Ethical, Legal, and Human Issues		responsibilities to contribute curricular and technology tool integration knowledge via blogs and/or wikis they create and maintain during the implementation phase of the projects.		
		<p>5. <i>Design, modify, maintain, and facilitate the development of Webpages and sites that support communication and information access between the entire school district and local/state/national/international communities.</i></p> <p>a. The district web site maintenance, modifications, and facelifts will be managed by me.</p> <p>b. Via online course websites created in conjunction with CSCOPE, teachers will design, modify, and maintain their course related web pages to facilitate interaction with students and students' parents.</p>	KenTask, TecSig bloggers, Course Instructors	Same as above.
	TL -VI.A	<p>1. <i>Establish and communicate clear rules, policies, and procedures to support legal and ethical use of technologies at the district/regional/state levels.</i></p> <p>Revise current technology responsible use plans to be sure ethical use of web 2.0 technology tools as defined in StarChart, NETS, NETT, LoTi for improvement in student learning are included.</p> <p>2. <i>Implement a plan for documenting adherence to copyright laws.</i></p> <p>Included in Activity TL-II.A.1.c on Cyber Safety and Ethics. Will be repeated as part of each CSCOPE activity.</p> <p><a href="http://www.common sense media.org/educators/erate-teachers">http://www.common sense media.org/educators/erate-teachers</a>  This document, the Teacher CIPA verification form will be disseminated with teacher packets at the beginning of the year.  <a href="http://www.common sense media.org/sites/default/files/erate-form-teacherverification.pdf">http://www.common sense media.org/sites/default/files/erate-form-teacherverification.pdf</a></p>	Principal Superintendent	Jan. 2012 May 2012
	TL -VI.B	<p>1. <i>Communicate research on best practices related to applying appropriate technology resources to enable and empower learners with diverse backgrounds, characteristics, and abilities.</i></p> <p>Work with special education staff to more fully develop the special needs resources on the Special Education Page</p>	ESL Staff Special Education Staff Principal	Ongoing throughout Internship

		Brief Activity Summary	Resource Person	Projected Date of Completion
		<p>so that provides:</p> <ol style="list-style-type: none"> <li>1) Basic information about program services and local contacts:</li> <li>2) This link to U.S. government disability resources:  <a href="https://www.disability.gov/education/assistive_technology">https://www.disability.gov/education/assistive_technology</a></li> <li>3) This link to Texas disability resources:  <a href="http://www.education.com/reference/article/Ref_Texas_State/">http://www.education.com/reference/article/Ref_Texas_State/</a></li> <li>4) Provide Link to Goliad Special Education Co-op.  <a href="http://www.goliadisd.org/index.php?option=com_contact&amp;view=category&amp;catid=68&amp;Itemid=352">http://www.goliadisd.org/index.php?option=com_contact&amp;view=category&amp;catid=68&amp;Itemid=352</a></li> <li>5) Other helpful links include:  <a href="http://bookbuilder.cast.org">http://bookbuilder.cast.org</a> ,  <a href="http://community.udl.org">http://community.udl.org</a>,  <a href="http://salemafl.ning.com">http://salemafl.ning.com</a>, <a href="http://www.tcea.org">http://www.tcea.org</a>,  <a href="https://sites.google.com/site/edld53648035g2/technology-products">https://sites.google.com/site/edld53648035g2/technology-products</a></li> <li>6) <i>Develop policies and provide professional development related to acquisition and use of appropriate adaptive/assistive hardware and software for special needs populations.</i>  Review Technology Plan, ensure it includes prof. development related to acquisition and use of appropriate adaptive/assistive hardware and software for students and teachers with special needs. See above ...</li> </ol>	<p>R3 Tech.Sup.Staff R3 ESL, GT, Spec. Ed. Res. Staff Goliad Spec. Ed. Resource. Staff. R3 purchasing cooperative staff</p>	<p>March 2012</p>
	TL -VI.C	<ol style="list-style-type: none"> <li>1. <i>Communicate research on best practices related to applying appropriate technology resources to affirm diversity and address cultural and language differences.</i>  <a href="http://bookbuilder.cast.org">http://bookbuilder.cast.org</a> , <a href="http://community.udl.org">http://community.udl.org</a></li> </ol>	<p>R3 Tech.Sup.Staff R3 ESL, GT, Spec. Ed. Res. Staff Goliad Spec. Ed. Resource. Staff. R3 purchasing cooperative staff</p>	<p>Ongoing throughout Internship</p>
	TL -VI.D	<ol style="list-style-type: none"> <li>1. <i>Communicate research and establish policies to promote safe and healthy use of technology</i>  Utilize technology web page to provide access to educational technology blogs.  <a href="http://www2.fcisd.net/index.php?option=com_content&amp;view=category&amp;layout=blog&amp;id=200&amp;Itemid=100022&amp;lang=en">http://www2.fcisd.net/index.php?option=com_content&amp;view=category&amp;layout=blog&amp;id=200&amp;Itemid=100022&amp;lang=en</a></li> </ol>	<p>R3 Tech.Sup.Staff TEcSig blog</p>	<p>Ongoing throughout Internship.</p>



		Brief Activity Summary	Resource Person	Projected Date of Completion
	TL -VI.E	<p><i>Use research findings in establishing policy and implementation strategies to promote equitable access to technology resources for students and teachers.</i></p> <p>Utilizing stakeholder buy-in fostered through TL.VI.D., analyze existing policy, update to include/improve strategies to promote equitable access to technology resources for students and teachers.</p>	<p>Established Educational Information Technology Research articles TEA/DIR Procurement Guides</p>	<p>March 2012</p>

		Brief Activity Summary	Resource Person	Projected Date of Completion
Standard VII. Procedures, Policies, Planning, and Budgeting for Technology Environments	TL -VII.A	<p>1. <i>Develop plans to configure software/computer/technology systems and related peripherals in laboratory, classroom cluster, and other appropriate instructional arrangements.</i></p> <p>a. Summarize work to be done in each area listed above.</p> <p>b. Collaborate with vendors/staff as needed to devise a timeline for each phase of the process.</p> <p>c. Procure any additional supplies and hire vendor- if needed.</p> <p>d. Notify staff of timeline and periods of unavailability</p> <p>e. Complete preliminary preparations:</p> <p>1. Create template drive;</p> <p>2. Clone drive to create 4 for external templates;</p> <p>3. Update staff on timeline changes and/or to backup and/or remove files from systems.</p> <p>f. Implement software update (convert lab computers to Windows 7).</p> <p>g. Test systems after update/add to network ensure printing abilities.</p> <p>h. Provide just in time training to staff/lab students as needed.</p>	<p>Principal Superintendent</p> <p>Vendor(s)</p> <p>Open Source</p> <p>Resource people and TecSig</p> <p>Bloggers</p>	<p>May 2011</p> <p>July 2011</p> <p>March 2012</p> <p>May 2012</p> <p>July 2012</p>
		<p>2. <i>Install local mass storage devices and media to store and retrieve information and resources.</i></p> <p>a. Clone existing drive data to new drive.</p> <p>b. Install and configure the new drive.</p> <p>c. Install and configure RAID drives.</p>	Same as above	January 2012
		<p>3. <i>Prioritize issues related to selecting, installing, maintaining wide area networks (WAN) for school districts and facilitate integration of technology infrastructure with the WAN.</i></p> <p>a. Research area vendors : determine options for re-connecting to ESC3 WAN.</p> <p>1. Via T-1</p> <p>2. Via Wireless back hauls</p> <p>b. Get scope of work statements and pricing quotes.</p> <p>c. Is direct connection to ESC3 necessary for TXEIS? For Net3 video conferences?</p> <p>d. Is connection to ESC3 necessary for internet access redundancy?</p> <p>Rate importance, evaluate budget considerations, and take action(or not).</p>	<p>Same as above</p> <p>Same as above</p>	

	Brief Activity Summary	Resource Person	Projected Date of Completion
	<p>4. <i>Manage software used in classroom and administrative settings including productivity tools, information access/telecommunication tools, multimedia/hypermedia tools, school management tools, evaluation/portfolio tools, and computer-based instruction.</i></p> <p>a. Provide each workstation with Microsoft desktop software applications suite.</p> <p>b. Provide each student and teacher network access and storage.</p> <p>c. Provide each student and teacher school district email accounts.</p> <p>d. Provide each student and teacher Moodle access and eportfolio storage.</p> <p>e. Provide each teacher and student workstation either internet access to or installation on local hard drive of any additional software or technology device as needed.</p>	Same as above	<p>Budgeting continuous. Working document turned in by Aug.2011 Aug. 2012</p> <p>Dec. 2012</p>
	<p>5. <i>Evaluate methods of installation, maintenance, inventory, and management of software libraries.</i></p> <p>a. Research best practices for installation, maintenance, inventory, and management of software libraries.</p> <p>b. Compare processes for each list a item.</p> <p>c. Report findings.</p> <p>d. Budget to phase in adoption of new methods on affordable schedule.</p>	Same as above	June 2011
	<p>6. <i>Develop and disseminate strategies for troubleshooting and maintaining various hardware/software configurations found in school settings.</i></p> <p>a. Create a self-help page and link it to technology page on web site.</p>	Same as above	December 2012
	<p>7. <i>Select network software packages for operating a computer network system and/or local area network (LAN).</i></p> <p>a. Select software for new servers for TXEIS package.</p> <p>1. Review software manufacturer's hardware requirements.</p> <p>2. Review current licensing situation.</p> <p>3. Summarize review findings.</p> <p>4. Select the package.</p> <p>b. As part of drive upgrade process, evaluate hardware and licensing issues</p>	Same as Above	June 2011/June 2012

		Brief Activity Summary	Resource Person	Projected Date of Completion
		<p>for upgrading to Windows 2008R2.</p> <ol style="list-style-type: none"> <li>1. Memory and Processor support</li> <li>2. Is licensing in order</li> <li>3. Ripple effect on other packages, i.e. Microsoft Exchange upgrade, Accelerated Reader, All the Right Type, and other network versions of software.</li> <li>4. If no additional cost, how much time to be operational? How much time to get user accounts and exchange back into tip top operation?</li> <li>5. If minimal-- time to upgrade is when drives are migrated during the summer.</li> <li>6. Summarize findings.</li> <li>7. Discuss with superintendent, principal, and summer staff.</li> <li>8. Develop timeline for implementation.</li> </ol>	Principal Superintendent R3 Tech.Sup.Staff	
		<p>8. <i>Analyze needs for technology support personnel to manage school/district technology resources and maximize use by administrators, teachers, and students to improve student learning.</i></p> <ol style="list-style-type: none"> <li>a. Review StartChart Tech.Staff/Computer ratio suggestions.</li> <li>b. Review ISTE Tech.Staff/Computer ratio suggestions.</li> <li>c. Review additional staff responsibilities.</li> <li>d. Review software management tools available with Windows OS and open source that will minimize maintenance task time and maximize support availability.</li> <li>e. Report on staff/contracted specialist needed to install and implement.</li> </ol>		<p>June 2011</p> <p>June 2012</p>

		Brief Activity Summary	Resource Person	Projected Date of Completion
TL -VII.B	1.	<p><i>Investigate purchasing strategies and procedures for acquiring administrative and instructional software for educational settings.</i></p> <p>a. Review district purchasing policies for acquiring administrative and instructional software for educational settings.</p> <p>b. Review Microsoft agreement requirements.</p>	Principal Superintendent TEA Texas DIR	June 2011  June 2012
	2.	<p><i>Develop and utilize guidelines for budget planning and management procedures related to educational computing and technology facilities and resources.</i></p> <p>a. Review current guidelines for technology budget.</p> <p>b. Utilize current guidelines to revise the operating technology resources budget.</p> <p>c. Update budget in Long Range Technology Plan.</p>	District Financial Officer R3 Tech Purchasing Agent E-RATE Contact R3	March 2012
	3.	<p><i>Develop and disseminate a system for analyzing and implementing procedures related to troubleshooting and preventive maintenance on technology infrastructure.</i></p> <p>a. Create a self-help page and link it to Technology page on web site.</p>	ESC3 Tech TecSig Bloggers	December 2012
	4.	<p><i>Maintain and disseminate current information involving facilities planning issues and computer related technologies.</i></p> <p>Support the report current facilities utilities expenses on district website with other open information act disclosures</p>	Principal Superintendent Field Specialists Vendors Bill payments Clerk.	Ongoing throughout project
	5.	<p><i>Design and develop policies and procedures concerning staging, scheduling, and security for managing hardware, software, and related technologies in a variety of instructional and administrative school settings.</i></p> <p>a. Summarize current practices concerning staging, scheduling, and security for managing hardware, software and related technologies in a variety of instructional and administrative settings.</p> <p>b. Research best practices for designing and developing local best practices concerning staging, scheduling, and security for managing hardware, software and related technologies in a variety of</p>	R3 Tech Staff Visiting Experts to Tech.Dirs. Mtgs.	Ongoing throughout internship Dec.2012

		Brief Activity Summary	Resource Person	Projected Date of Completion
		<p>instructional and administrative settings.</p> <p>c. Utilize research to update local processes as needed.</p> <p>d. Summarize in the form Policy and Procedure document.</p> <p>6. <i>Research and recommend systems and process for implementation of distance learning facilities and infrastructure.</i></p> <p>a. Collaborate with entities supplying distance education course resources.</p> <p>b. Determine delivery method(s) required by the providing institution.</p> <p>c. Determine which part of current facilities most closely meets facility and infrastructure requirements.</p> <p>d. Determine improvements, needed to implement distance learning in this location.(wiring,switches,conference equipment)</p> <p>e. Develop scope of work necessary to implement facility as distance learning facility.</p> <p>f. Procure vendor quotes for facility preparations.</p> <p>g. Present findings and implementation timeline to Superintendent for approval to proceed.</p> <p>7. <i>Differentiate among specifications for purchasing technology systems in school settings.</i></p> <p>a. Analyze equipment and software needs for teachers, students, administration, and network administrative staff computers.</p> <p>b. Develop equipment and specifications for each type of user.</p> <p>c. Seek quotes for needed quantities of each type of computer.</p>	<p>Project Share TXVsn R3 CCBC Principal Counselor Superintendent Content Teachers</p> <p>Teachers Principal Superintendent TXEIS Users Network Director Vendors</p>	<p>May 2011, May 2012</p> <p>TXEIS users &amp; Network Dir. June 2011</p> <p>Student Workstations June 2012</p> <p>Others beyond timeline</p>
	TL-VII.C	<p>1. <i>Implement technology professional development at the school/district level utilizing adult learning theory.</i></p> <p>a. Technology professional development is included prior to the start of each school year. This year Project Share is the focus and the OnTrack Core Course curriculum that correlates to STAAR assessments. Modules provided by TEA.</p>	<p>R3 Tech Support Staff. TCEA, Blogging staff Proj. Share contributors.</p>	<p>Aug. 2011</p> <p>Aug. 2012</p> <p>As needed via Proj.Share. Microsoft</p>

		Brief Activity Summary	Resource Person	Projected Date of Completion
		<ol style="list-style-type: none"> <li>1) Collaborate with R3 staff, superintendent and principal to set date and times for campus instruction.</li> <li>2) Make sure all the computer labs, network, etc. are ready at least 1 day prior to workshop.</li> <li>3) Make needed copies of any hand-outs needed for the workshop.</li> <li>4) Make sure all staff has Project Share account.</li> <li>5) Arrive early – turn everything on, test connectivity to Project Share website.</li> <li>6) Conduct the workshop.</li> </ol> <p>b. CSCOPE will encourage teachers to acquire professional development from professional educational technology open source resources, Project Share, and directly from me on an as needed, Just – in- time manner.</p>	See above + Stolle	Ongoing throughout the deployment of SCSOPE
Standard VIII. Leadership and Vision	TL -VIII.A	<p><i>Communicate and apply principles and practices of educational research in educational technology.</i></p> <p>Utilize campus blog to communicate and apply practices and principles of educational research in educational technology throughout the year in projects</p> <ol style="list-style-type: none"> <li>a) in Cyber Safety/Ethics project;</li> <li>b) Project Potluck;</li> <li>c) in development and implementation of technology plan goals;</li> <li>d) serve on local Technology and campus improvement committees;</li> <li>e) participate in Technology Director's meetings hosted via Net3 by ESC3.</li> <li>f) TCEA and ASCD participation</li> </ol>	<p>Principal Superintendent</p> <p>R3 Tech Support Staff. TCEA, Blogging staff</p>	Dec. 2012
	TL -VIII.B	<p><i>Describe social/historical foundations of education and how they relate to use of technology in schools.</i></p> <ol style="list-style-type: none"> <li>a) Will be embedded in Cyber Safety/Ethics and CSCOPE integrated lessons;</li> <li>b) Specific local history embedded in Tech.Plan.</li> </ol>	<p>Principal Superintendent</p> <p>R3 Tech Support Staff. TCEA, Blogging staff</p>	August 2012
	TL –VIII.C	<p><i>Discuss issues relating to building collaborations, alliances, and partnerships involving educational technology initiatives.</i></p> <ol style="list-style-type: none"> <li>a) Technology Directors' Meetings;</li> <li>b) with ISP providers and vendors;</li> <li>c) Technology Committee;</li> <li>d) Justification of new technology training.</li> </ol>	<p>Superintendent Principal R.3 Ed.Tech.Res. Tech.Dirs</p>	August 2012



		Brief Activity Summary	Resource Person	Projected Date of Completion
TL –VIII.D	1.	<p><i>Design and lead in the implementation of effective group process related to technology leadership or planning.</i></p> <p>a) Refer to all the pieces of and Cyber Safety/Ethics project and Project Potluck @ will be developed utilizing strategies and standards merged from each of Star Chart, ISTE, NETS, NETT.</p> <p>b) Implement Technology Plan goals.</p>	Superintendent Principal R.3 Ed.Tech.Res. Tech.Dirs.	Dec. 2012
	2.	<p><i>Use evaluation findings to recommend modifications in technology implementations.</i></p> <p>Evaluate progress towards technology plan goals – recommend modifications</p>	Same	Aug. 2011 Aug. 2012
	3.	<p><i>Use national, state, and local standards to develop curriculum plans for integrating technology in the school environment.</i></p> <p>Refer to Cyber ethics activities and CSCOPE in prev. sections. Everything will be developed utilizing strategies and standards merged from each of Star Chart, ISTE, NETS, NETT.</p>	Same + blog resources	Ongoing
	4.	<p><i>Develop curriculum activities or performances that meet national, state, and local technology standards.</i></p> <p>Refer to all the pieces of and Cyber Safety/Ethics project and Project Potluck @ will be developed utilizing strategies and standards merged from each of Star Chart, ISTE, NETS, NETT.</p>	Same + Blog resources+ course instructors+ Stolle	Ongoing
	5.	<p><i>Compare and evaluate district-level technology plans.</i></p> <p>a. Maintain State Technology Plan Reviewer status and review technology plans for the E-RATE program each year.</p> <p>b. Conduct Technology Survey</p>	ERATE Tech.Plan Contacts/Trainers	June 2012  October 2011
	6.	<p><i>Use strategic planning principles to lead and assist in the acquisition, implementation, and maintenance of technology resources.</i></p> <p>Refer to TL.V.II.B. 1-7 for use of strategic planning principles to lead and assist in</p>	Principal Superintendent Course Instructors	Ongoing throughout internship

		Brief Activity Summary	Resource Person	Projected Date of Completion
		<p>the acquisition, implementation, and maintenance of technology resources.</p> <p>7. <i>Plan, develop, and implement strategies and procedures for resource acquisition and management of technology-based systems including hardware and software.</i></p> <p>Refer to TL.V.II.B. 1-7 for use of strategic planning principles to lead and assist in the acquisition, implementation, and maintenance of technology resources.</p>	<p>TecSig group Region 3 planning experts</p> <p>Same as above DIR/Reg.3.Purch. Coop. Agent</p>	Ongoing throughout Internship
	TL -VIII.E	<p><i>Participate in a significant field-based activity involving experiences in instructional program development, professional development, facility and resource management, WAN/LAN/Wireless systems, or managing change related to technology use in school-based settings.</i></p> <p>Refer to TL. I. – TLV.III.D this is embedded in all of the preceding activities.</p>	<p>Superintendent Principal Special Ed. Resource Staff Region 3 Educational Technology Staff Regional Technology Directors Course Instructors TCEA and other outside Educational resources.</p>	December 2012